

UNITY CHURCH OF ALBANY
MINUTES OF THE BOARD OF TRUSTEES MEETING
APRIL 15, 2021

Participating in Board Meeting (via Zoom call, 5 p.m. EST): Peggy Kaufmann, president; Carol Morris, vice-president; Karin Reinhold, treasurer; Dottie Frament, secretary; Heather Diddel, trustee, Patricia Wood, trustee; Dave Ferrill, alternate trustee; Rev. Roger Mock, assistant minister; Nina Forgette-Corcoran, office administrator.

1. **Call to order:** The meeting was called to order at 5:08 pm.
2. **Proposed 04/15/2021 Agenda:** Carol made the motion (M) to approve the Agenda; Heather Seconded(S) it. Motion was approved. (M/S/A)
3. **Minutes** from 03/18/2021: Pat (M); Dave (S), Motion approved (A)
4. **Congregant Remarks:** 4 congregants gave remarks. One congregant suggested that it was important to dream about what we want as a community prior to doing major repairs needed for reopening or considering searching for newer churches. Another congregant notified the board that they were withdrawing from a committee. A congregant asked how congregants could contact the Board; suggested that Sunday Fellowship begin with discussion of that day's sermon; suggested that Unity have a book group on Friday nights. A congregant asked if we could plan an outdoor social event for fellowship. Each of these questions/concerns were addressed and resolved.
5. **Staff Reports:** Roger met with Chris Bailey and is meeting with AV from Menands to discuss lighting & camera needs. Roger favors a new camera mounted on back wall, and a spotlight for the platform. AV team meets with Bldg. and Grounds team in 2 weeks. Roger has booked Sunday service speakers through mid-June. Karin is talking with Linda Martella-Whitsett and other diverse Affirmative Prayer ministers to be Sunday speakers.

Nina reported 25 people are signed up for the new membership class. She announced she is expecting a baby in September. She drafted a statement of ways that church and board members might be able to carry out her duties until she returns from her maternity leave at the end of 2021. Her goal is to return on a hybrid schedule. Board to determine how to handle Nina's leave and support her during her leave.

6. Miscellaneous Reports:

- Contacting the Board. Roger will put the Board email and phone numbers on our website. At least weekly Karina will check the Board emails and Dottie will check the Board voicemails.
- Calendars: Our Community Event Calendar on our website as well as the

Board Calendar will be updated by the Secretary (Dottie). Admin. also has an office calendar for all scheduled admin duties and events. We will need office volunteer to monitor and follow up on scheduled duties while Nina is on leave.

7. **Finance Report:** Karin reported we have good news: we are about even for March. Total Expenses were \$15,440.45. Net Ordinary Income was \$500.73. Since December our capital Fund has raised \$600 and the AV team \$1130, with a generous donation of \$1000. The finance team plans to revise investment strategies and adopt a finance manual.

Motion to approve the finance report: Pat (M), Dave (S). Motion Approved(A)

8. **Building & Grounds Report:** Before reopening: Get ladders out of sanctuary, decide on chairs vs pew (pros and cons for both), install new A/C to replace defunct one with a 4-ton unit (\$10K to \$12,370). We can't install UV filters because A/C's require ducts to add UV filters on to them and we have no ducts. B & G considering air ventilation options where current attic fan is in vestibule, and portable air purifiers. Dave analyzed seating in sanctuary. Complying with CDC and State regulations, if Covid restrictions are still in place, and people are separated by 6 feet, and the first 2 rows of pews are still removed, only 16 people can be seated in our sanctuary at once. B & G team noted that UWM's 4 pillar plan can be a guideline for reopening.

9. **Updates:**

- Town Hall scheduled for Sunday, May 16. This will be announced in the newsletter and Sunday announcements.
- Sacred Service: Peggy has written an article on Sacred Service for the newsletter. Heather, Peggy, Pat. & Dottie will come up with a brief presentation for Town Hall.
- Newsletter: Consider having Board members take turns writing the intro.
- Unity has written a Statement on the treatment of Asian people.
- The leadership presentation by Sam and Pat has been deferred until the fall.
- Social gathering of Unity community (& fund raiser) scheduled for Sat., May 1 at Cook Park. Fund Raiser is sponsored by Panera's. Twenty percent of each person's meal bought between 4 and 8 pm that day at Wolf Rd. Panera's will go to Unity. Each person must show Panera their flyer or photo of the flyer sent out by Unity Church in order to qualify for 20% of their order to go to Unity. Details regarding location of the gathering within the park will be in the newsletter.

10. **Adjournment:** The meeting was adjourned at 7: 19 pm.

Respectfully submitted by Dottie Frament, secretary, Board of Trustees